

**American Red Cross** of Idaho and Montana

Purpose	Provide excellent and enthusiastic customer service to enhance the blood donor experience. Engage with blood donors to promote blood donation and set the stage for a long-term commitment to regular blood donations. Express gratitude and ensure each blood donor is sincerely thanked for their donation.
Key Responsibilities	<ul> <li>Model excellent customer service behaviors. Greet donors, escort as necessary and assist with initial intake and hand offs through the blood donation process.</li> <li>Ensure blood donors have relevant information and that questions are answered appropriately while creating a favorable impression of the blood donation process.</li> <li>Learn and share the Red Cross story, including the mission, vision, and values.</li> <li>Attend to donors in the Hospitality Area by ensuring that each donor is recognized for his/her contribution and watched for possible adverse physical reactions.</li> <li>Set up and maintain cleanliness in Reception and Hospitality Areas.</li> <li>Work with collections team supervisor or charge staff to help convert right type donors to donations with maximum impact.</li> <li>Responsible to inform donors of current and upcoming donation promotions.</li> <li>May make reminder calls, re-schedule donor appointments, and perform follow up activities as directed.</li> </ul>
Time Commitment	Variable; preferred commitment: 1+ shift/month, average shift is 5-6 hours.
Qualifications	<ul> <li>Ability to display the utmost professionalism and communication skills.</li> <li>Extremely comfortable working with people from diverse communities and backgrounds.</li> <li>Ability to understand technology needed for position: Donor Check-in, Donor Tablet, Rapid Pass, Donor App.</li> <li>Ability to explain/teach technology to donors and fellow volunteers.</li> <li>Ability to regularly commit to schedule, arrive punctually and adapt to a change driven culture.</li> </ul>
Training	<ul> <li>Onboarding with the American Red Cross Biomedical Dept.</li> <li>Donor Ambassador Training.</li> <li>Ongoing training and refresher courses.</li> </ul>
Length of Appointment	Preferably 6 months – 1 year, renewable each year.

Development Opportunities	<ul> <li>Gain valuable training and experience while providing an invaluable service to your community.</li> <li>Network and meet new people.</li> <li>Develop customer service skills that last a lifetime.</li> </ul>
Volunteer Availability Needed	<ul> <li>During business hours</li> <li>On Weekends and/or Evenings (as needed)</li> <li>I'm flexible</li> </ul>
Apply for Position	Begin application at http://www.redcross.org/volunteer
For More Information	Contact Nate Gilbert, nathan.gilbert@redcross.org or (208) 488-5231